

## Community Connections Support Services - Policies and Procedures

<b>Section</b>	<b>Health and Safety Policy and Procedures</b>
<b>Subject</b>	<b>Infection Control – Routine Practices (hs035)</b>
<b>Applies To</b>	<b>Employees and Subcontractors</b>
<b>Effective Date</b>	<b>February 1996</b>
<b>Revised Date</b>	<b>December 2017</b>

**Policy:** All support persons and subcontractors will practice and adhere to the following procedures to prevent the spread of infection by contact with blood and other body fluids.

### **Procedures:**

#### **Routine Practices Defined**

The Canadian Centre for Occupational Health and Safety (CCOHS) defines Routine Practices as: a set of infection control strategies and standards designed to protect workers from exposure to potential sources of infectious diseases. Routine practices are based on the premise that all blood, body fluids, secretions, excretions, mucous membranes, non-intact skin or soiled items are potentially infectious. These practices, while mainly adopted by healthcare providers, apply to all professions in which workers may become exposed to infectious microorganisms through contact with blood and body fluids. (2017)

Routine Practices are a combination of Universal Precautions and Substance Isolation.

Universal Precautions are defined as “a set of strategies developed to prevent of transmission of blood borne pathogens. The focus of universal precautions is on blood and selected body fluids such as cerebrospinal fluid, pleural fluid, and amniotic fluid” (CCOHS, 2017).

Substance Isolation are a set of guidelines to control “Body secretions such as urine, vomitus, feces, or sputum” (CCOHS, 2017).

#### **All employees and subcontractors are to:**

- Act as though blood and all body fluids are potentially infectious.
- Report any needle-stick injuries to a supervisor or manager immediately.

#### **For personal protection:**

- Wear gloves when in contact with blood or other body fluids, excrement or non-intact skin.

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- Wear gloves when in contact with articles such as clothing or surfaces that have been contaminated with blood or body fluids, and while cleaning or decontaminating an area.
- Wear gloves when performing venipuncture or any other procedure involving blood.
- Replace torn or punctured gloves immediately.
- Wear a new pair of gloves for every person you are supporting.
- Always cover any cuts you may have.

Wearing protective eyewear, a mask or face shield and a gown during any procedure where droplets of blood or other body fluids may be produced is recommended.

Protective wear is not only to protect the employee and/or subcontractor but for the protection of the person supported as well.

### **Hand-washing is very important:**

- before and after direct personal care support
- immediately when there has been any contact with blood or other body fluid
- after removing gloves

### **Precautions for cleaning up blood spills**

When cleaning up blood spills, the following steps are important for preventing the spread of blood-borne infections like hepatitis C:

- Wear gloves—torn gloves will not protect the hands from coming into contact with the blood.
- Carefully remove any sharp pieces, such as broken glass, and put them in a sturdy plastic container like one used for detergents.
- Wipe up the blood using paper towel or disposable rags and cloths.
- Disinfect the area with a solution of at 1 part bleach to 9 parts water.
- Wipe up the bleach solution using paper towel or disposable rags and cloths.
- Dispose of the gloves, paper towel, rags and cloths into a durable bag.
- Wash hands thoroughly.
- Wash soiled clothing separately in hot, soapy water.

### **Reporting**

In the event of a known spread or risk of infection you must report the incident following procedures in policy hs040 Incident Reporting.

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### **References**

Canadian Centre for Occupational Health and Safety (CCOHS). (2017, December 29). Routine Practices: OSH Answers. Retrieved December 29, 2017, from <http://www.ccohs.ca/oshanswers/prevention/universa.html>

Canadian HIV/AIDS Information Centre. (n.d.). Universal Precautions. Retrieved December 29, 2017, from <https://www.cpha.ca/sites/default/files/assets/progs/cc-stbbi/19661e.pdf>

CATIE. (2011). Routine Practices & Universal Precautions. Retrieved December 29, 2017, from <http://www.catie.ca/en/practical-guides/hepc-in-depth/prevention-harm-reduction/routine-practices-universal-precautions>

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